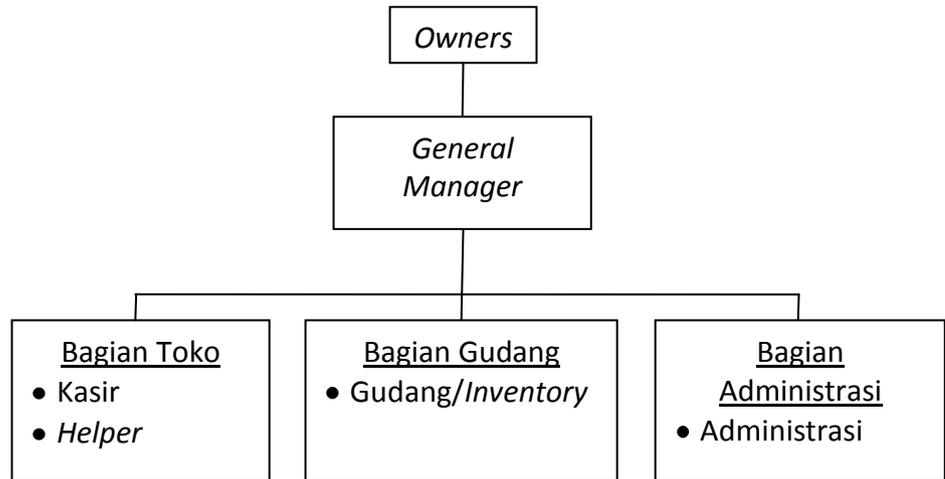


Lampiran 1

(Struktur Organisasi Perusahaan)



Struktur organisasi perusahaan

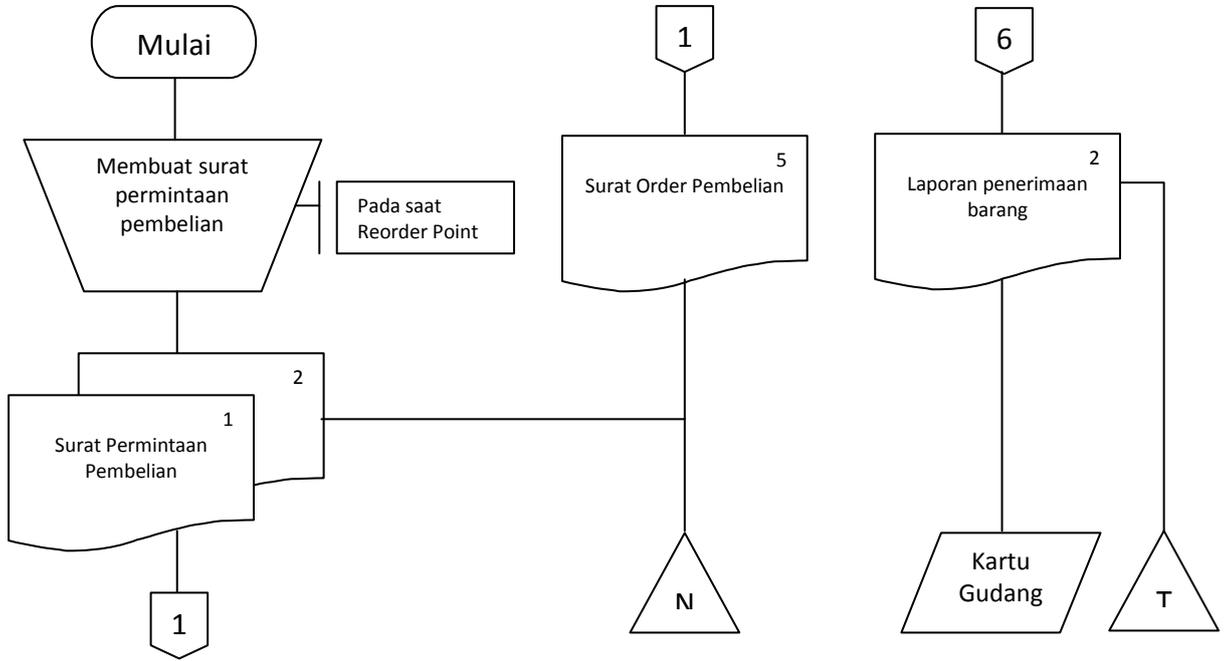


Lampiran 2

(Diagram Alir Prosedur Pembelian Yang Ideal)

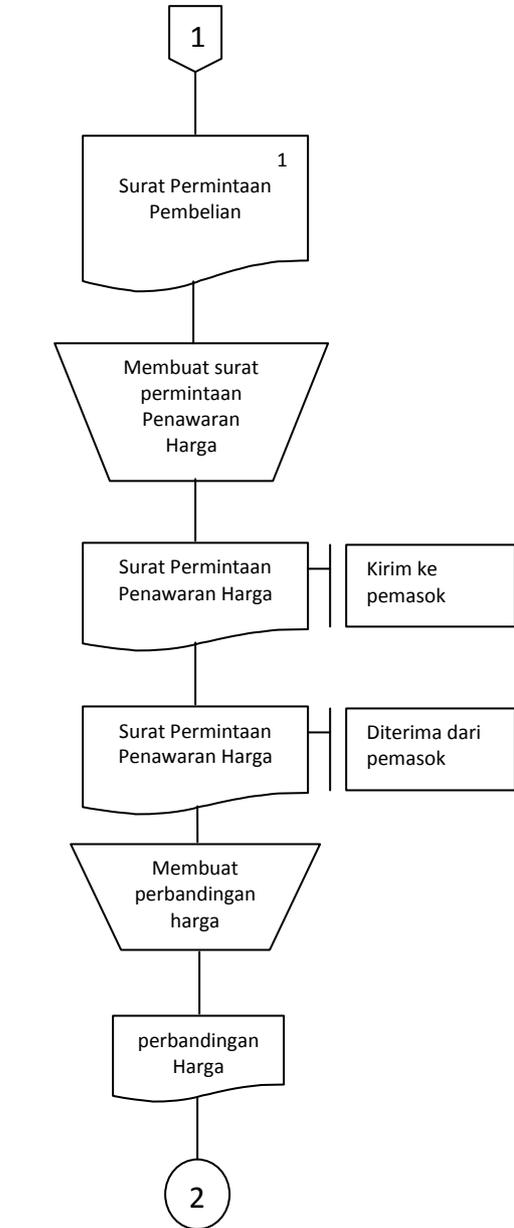


Bagian Gudang

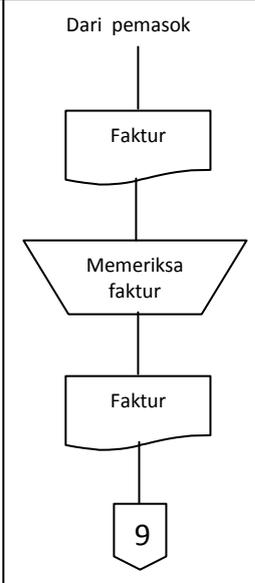
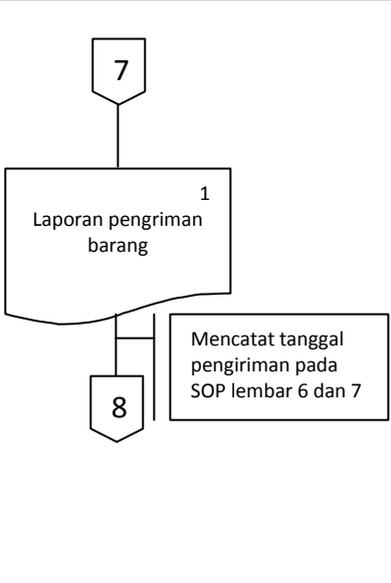
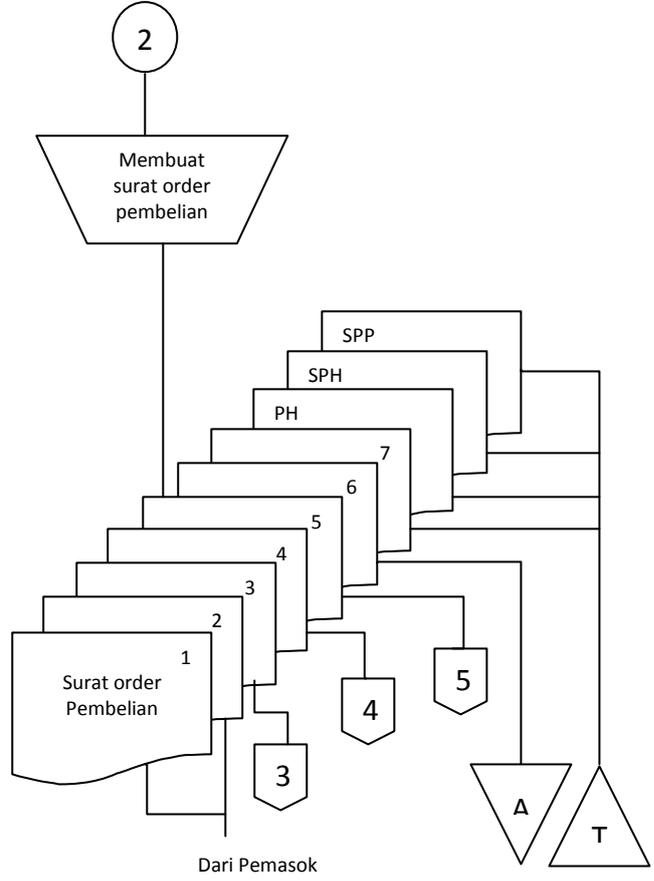


Sistem Pembelian

**Bagian
Pembelian**

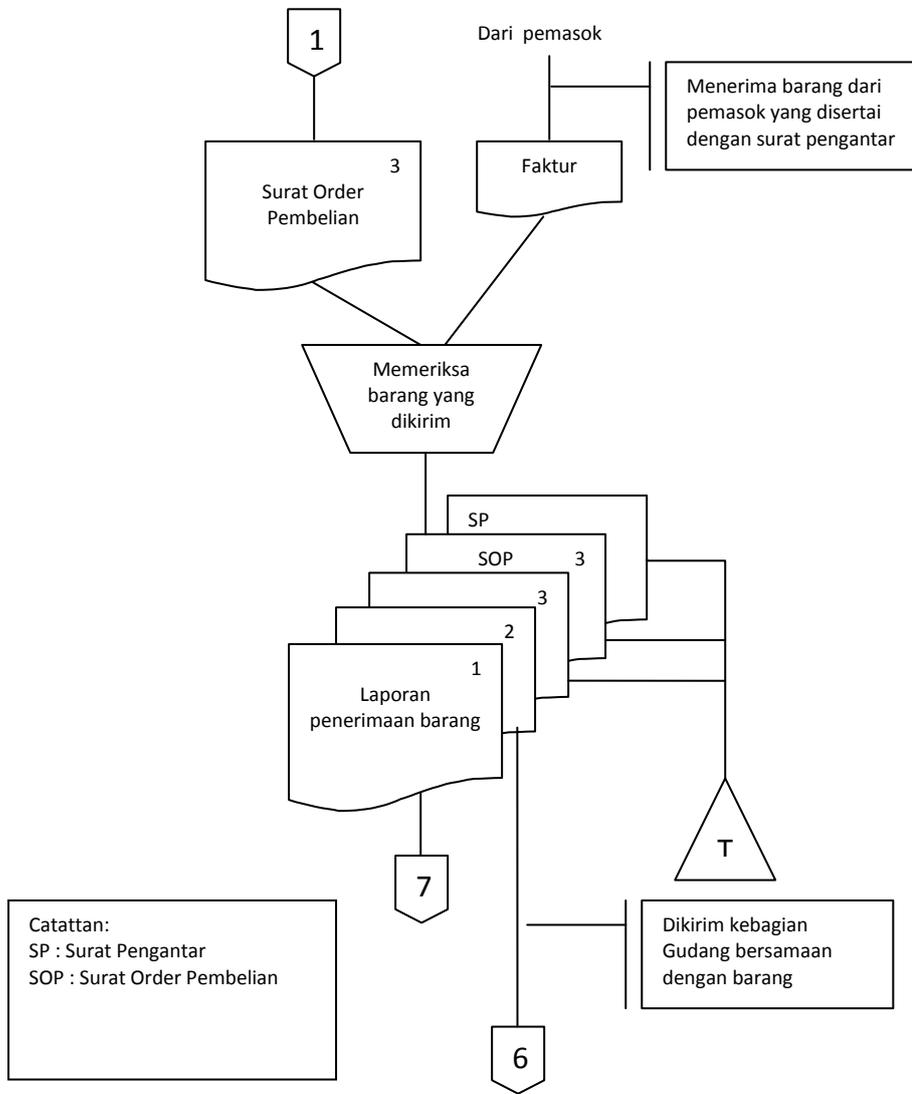


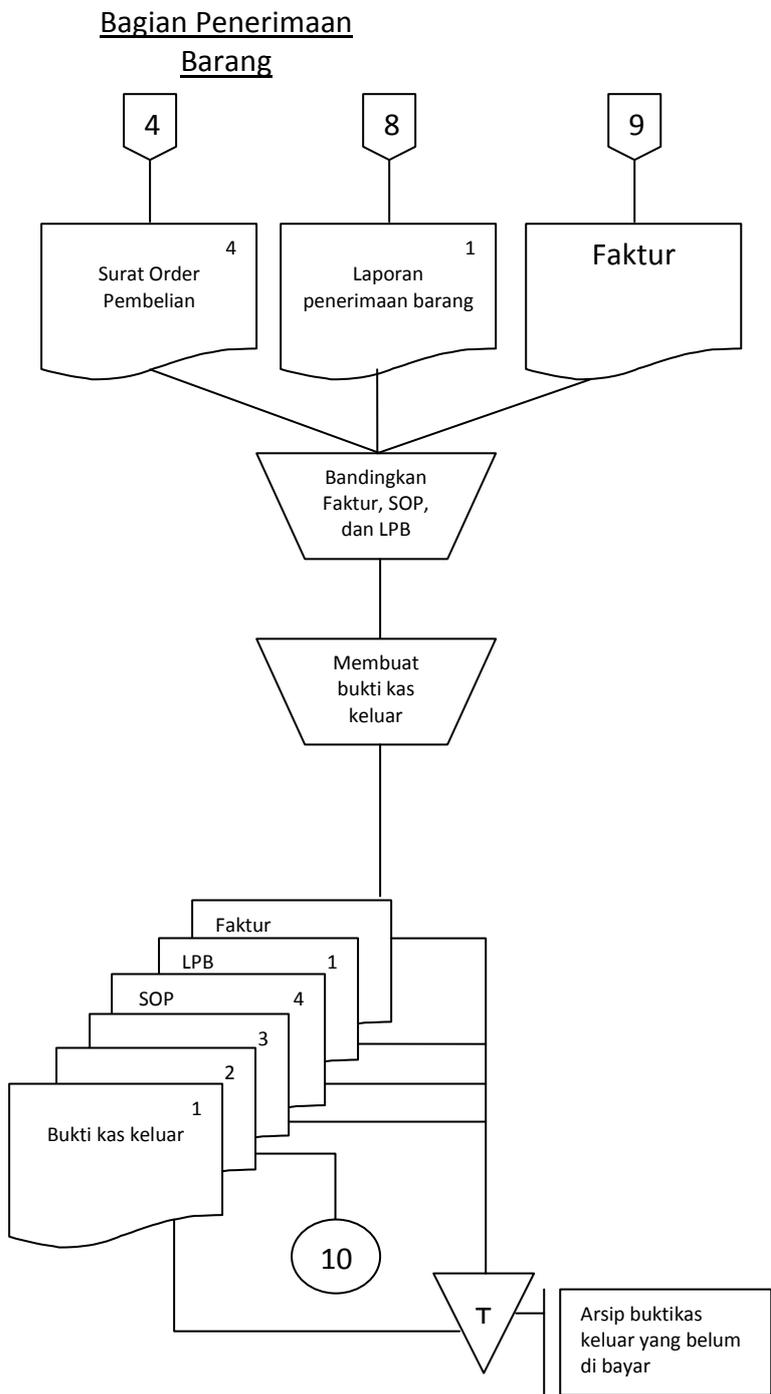
Catatan:
 SPP : Surat Permintaan Pembelian
 SOP : Surat Order Pembelian
 SPH : Surat Penawaran Harga
 PH Penawaran Harga



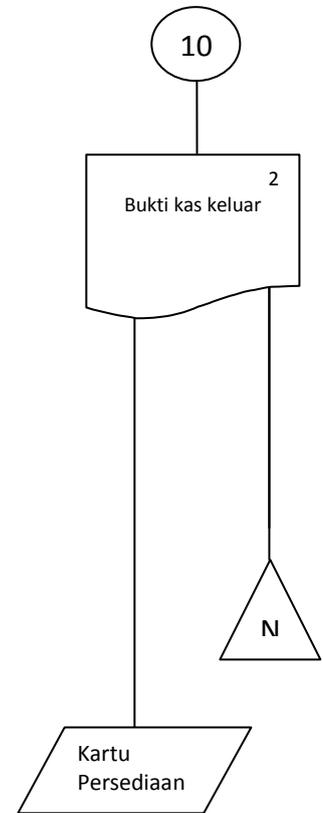
Sistem Pembelian (lanjutan)

Bagian Penerimaan
Barang





Bagian Kartu Persediaan Dan Kartu Biaya



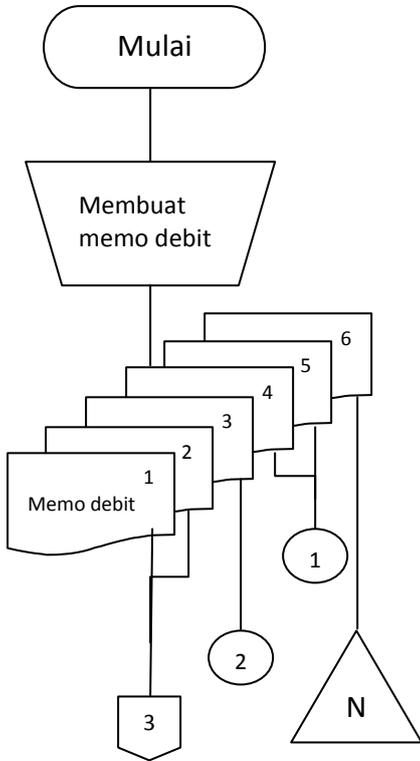
Sistem Pembelian

Lampiran 3

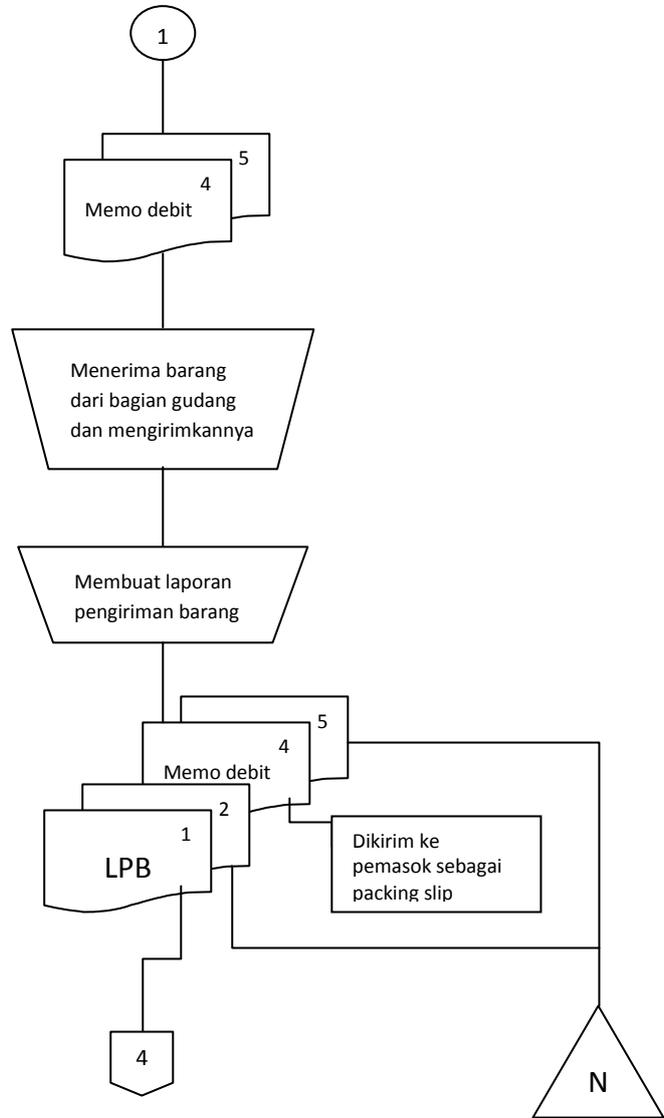
(Diagram Alir Prosedur Retur Pembelian Yang Ideal)



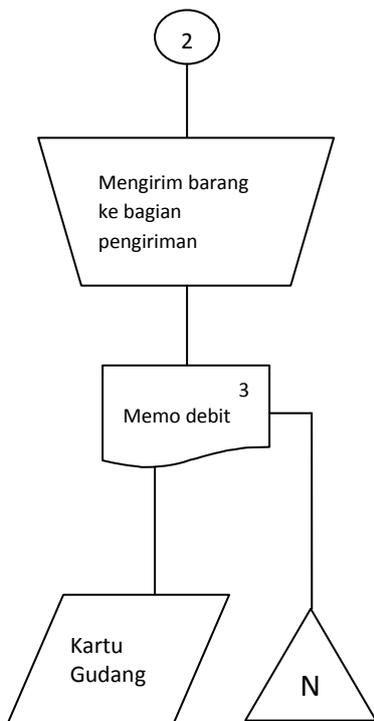
Bagian Pembelian



Bagian Pengiriman

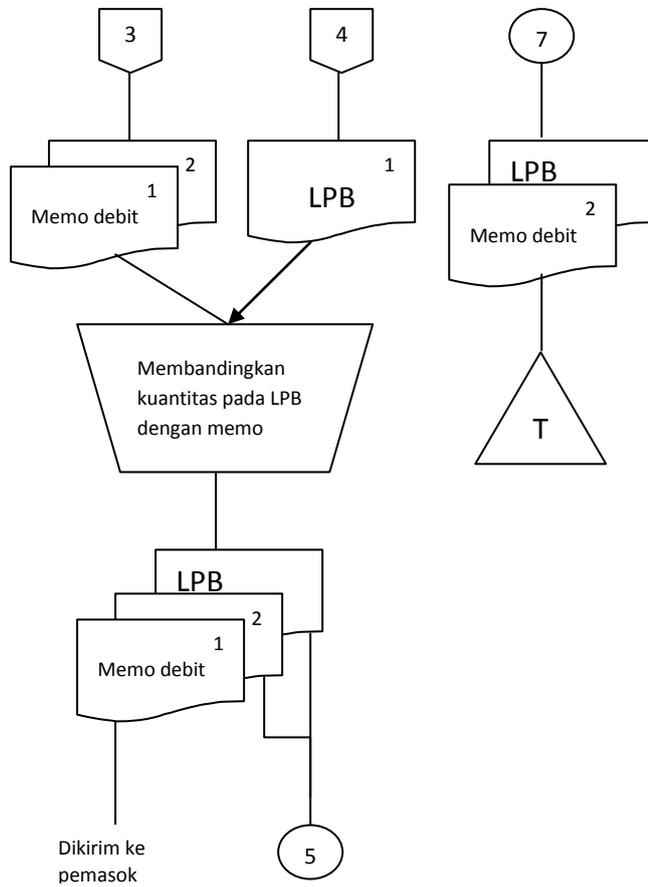


Bagian Gudang

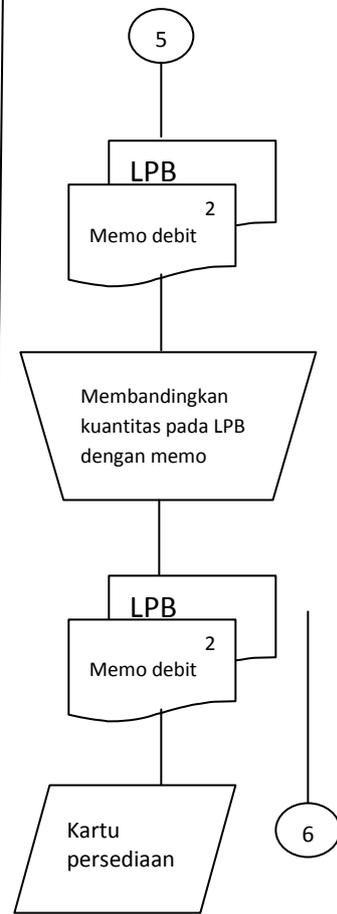


Catatan :
LPB : Laporan Pengiriman Barang

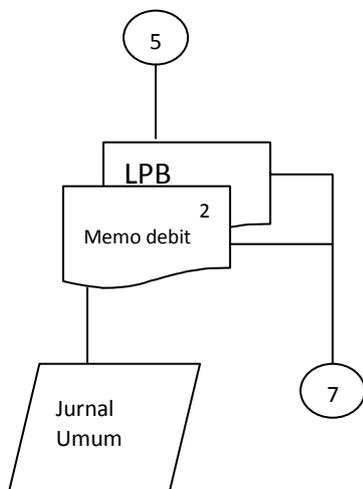
Bagian Gudang



Bagian Utang



Bagian Jurnal, Buku Besar dan Laporan

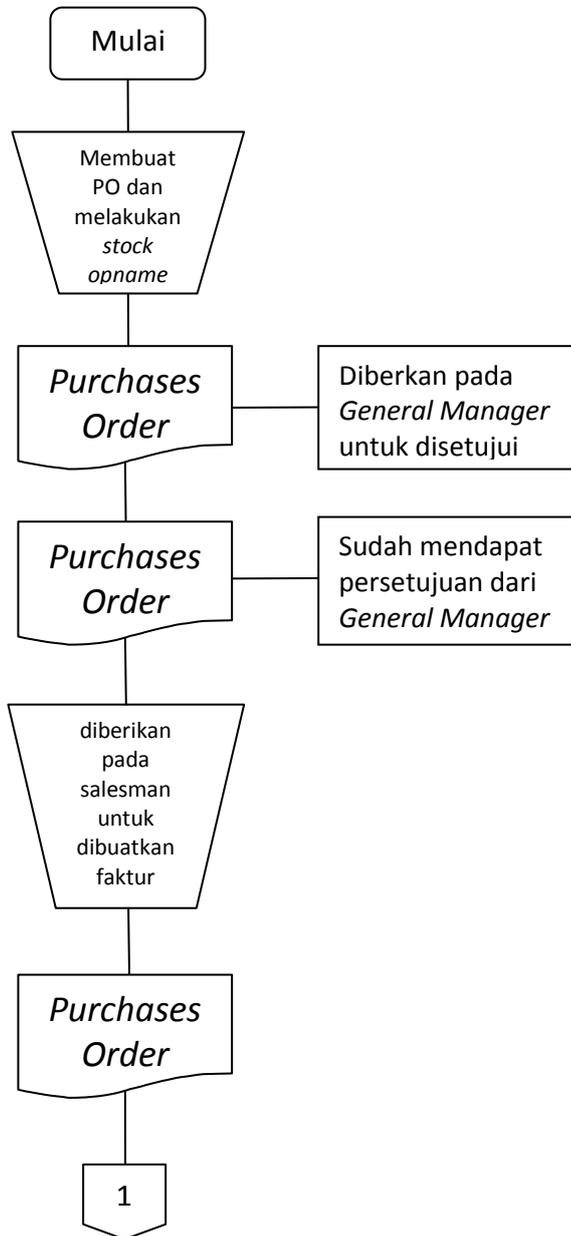


Lampiran 4

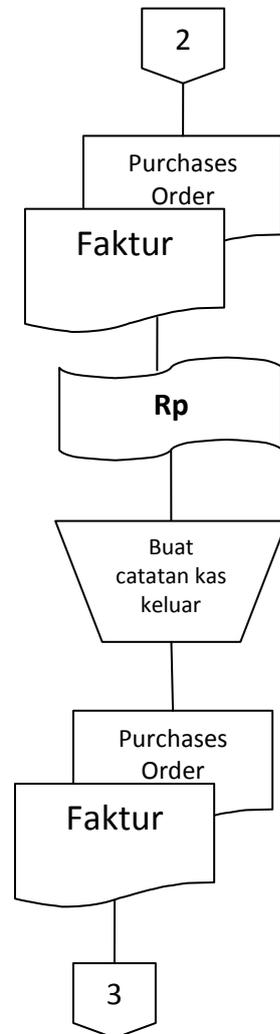
(Diagram Alir Prosedur Pembelian Pujasera Wesel *Minimarket*)



Inventory/Gudang

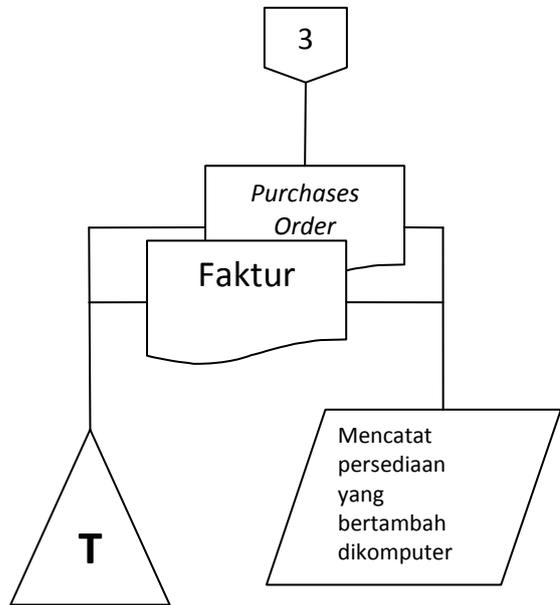
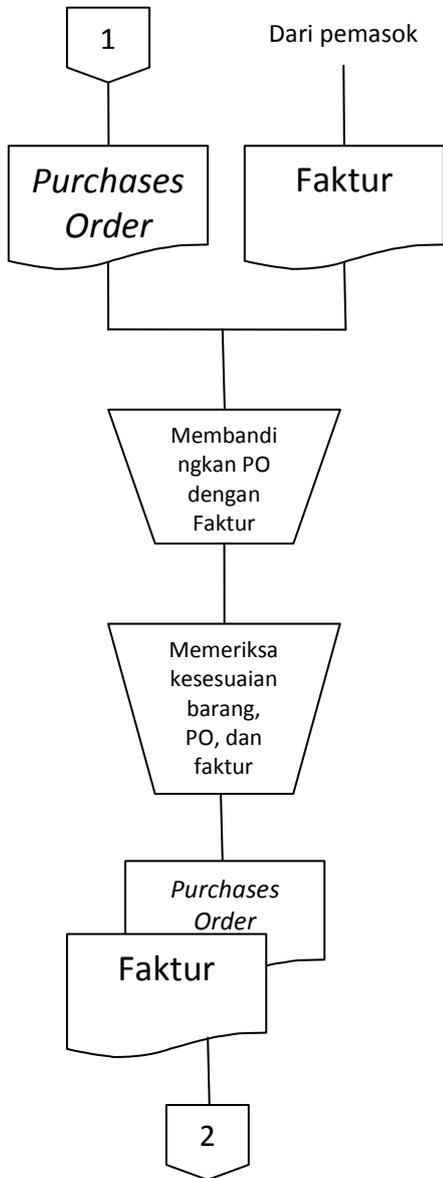


General Manager



Prosedur Pembelian

Administrasi

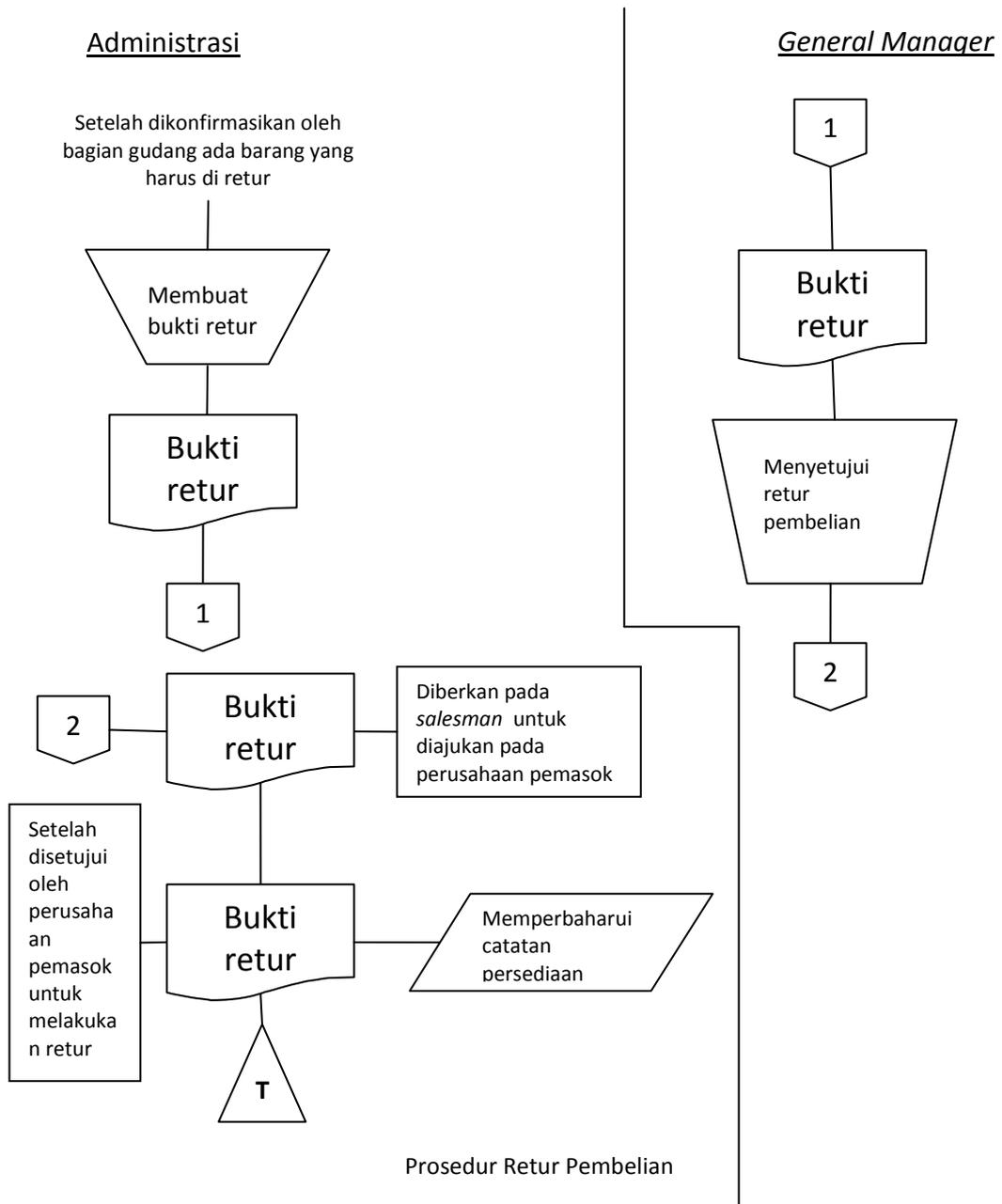


Prosedur Pembelian (lanjutan)

Lampiran 5

(Diagram Alir Prosedur Retur Pembelian Pujasera Wesel *Minimarket*)





Lampiran 6

(Contoh Purchases Order Pujasera Wesel *Minimarket*)



Purchase Order

Suplier : C.V. Sejahtera Jaya

P.O Date 14. May 2007

Salesman :

Dikirim Tgl: 14. May 2007

	Quantity	Nama Barang	Actual St	Data Stok	Selisih
✓ 1	5	Clear Active 200ml	10	10	-
✓ 2	5	Clear Ice Cool 200ml	8	8	-
✓ 3	20	Close up 65mg	23	23	-
✓ 4	5	Sun&ik clear 100ml	4	4	-
✓ 5	10	Lifeway shp 200ml	-	-	-
✓ 6	20	" " 100ml	-	-	-
7					
8					
9					
10					
11					
12					



Lampiran 7

(Contoh Faktur Dari Pemasok)



Lampiran 8

(Contoh Bukti Retur)



PT. UNAR
 Telp. 0272 - 6013135
 Npnp. 001.027.765.1-42.000

J. UTU ISKANDARINDATA PT.
 0260-411231

FAKTUR

NO. PO :
 NO. ORDER : 21203819
 SALESMAN : 32-DANIS 1

NO. FAKTUR : 21202220
 TGL. FAKTUR : 14 May 2007
 TGL. JAKI/FU : 26 May 2007
 HALAMAN : 1-TITIK

CODE	NAMA BARANG	HARG. LSH+PPH	KMT. LSH. SAT	HARG. LSH-PPH	JUMLAH RP	KET
71303	PONDS HB DETOX 20ML/48 (R)	100.800	0.000.006	91.636	45.818	
71090	PONDS CL. FACE MOIST 20ML/48	100.803	0.000.003	91.639	22.910	
71495	PONDS MOFT 50ML/24 (R)	85.440	0.000.003	77.673	19.418	
70942	PONDS HB S/C 180ML/36	91.200	0.000.003	82.909	20.727	
70172	REXONA ROLL ON OXYGEN 40ML/36	91.200	0.000.003	82.909	20.727	
70138	REX ROLL ON ICE COOL 40ML/36	91.200	0.000.003	82.909	20.727	
39683	LIFEBODY TS WHITE 85GR/144 P	16.200	0.001.000	14.727	14.727	
39653	LIFEBODY TS RED 85GR/144 P	16.200	0.001.000	14.727	14.727	
39598	LUK BEAUTY NO PEARL 90G/144(R)	16.800	0.001.000	15.279	15.279	
40237	MILTO SHFT BLUE SCH 30ML/288	3.600	0.004.000	3.273	10.820-3273	
39384	LOV LIA NTRGRN RF 250ML/24 (R)	84.360	0.000.003	76.691	19.663	
39374	LOV LIA TTL RED RF 250/24(R)	84.360	0.000.003	76.691	19.663	
71395	LIFEBODY SHP AD 200ML/36 (R)	100.200	0.000.003	91.091	22.773	
71374	LIFEBODY SHP AD 100ML/48 (R)	53.400	0.000.003	48.545	12.136	
71389	LIFEBODY SHP 100ML/48 (R)	53.400	0.000.003	48.545	12.136	
70388	CLEAR ACTIVE 200ML/36 P	163.200	0.000.003	148.364	37.091	
70394	CLEAR ICE COOL 200ML/36 P	163.200	0.000.003	148.364	37.091	
71300	CLEAR ITCR DRYSCALP 200/36 (R)	176.400	0.000.003	160.364	40.091	
71291	CLEAR ICE COOL 100ML/48 (R)	86.400	0.000.003	78.545	19.636	
71282	CLEAR ACTIVE CARE 100ML/48 (R)	86.400	0.000.003	78.545	19.636	
71239	SUNILY CLEAN FBS 100ML/48 (R)	66.000	0.000.003	60.000	15.000	
70783	CLOSE UP GREER 65G/48	32.401	0.001.000	29.453	29.453	
71358	CLEAR ICE COOL 7 5ML/720 (R)	3.504	0.006.000	3.185	19.110	
71387	LIFEBODY SHP 5ML/960 (R)	1.980	0.006.000	1.800	10.800	
71392	LIFEBODY SHP AD 5ML/960 (R)	1.980	0.006.000	1.800	10.800	
39674	SUNLIGHT ON LINE REF 350GR/24	27.000	1	24.545	49.091	
10031	DI-REFILL 620ML/12	102.600	0.000.006	93.273	46.637	
10073	DIA BAHAN HNS 300ML/24	65.520	0.000.006	59.544	29.782	
19333	TARD SCALD TV FAN 60GR/24(R)	28.716	1	26.105	52.211	
19334	TARD POTATO TV FAN 60GR/24 (R)	28.716	1	26.105	52.211	
19407	TARD BLITZ BEEF BERTZ 14GR/50R	12.012	2	10.920	91.000	45.500
19112	TARD BLITZ CHILLI ZING 14G/50R	12.012	2	10.920	91.000	45.500
19416	TARD BLITZ BEEF BERTZ 50GR/30R	33.504	1	30.458	76.145	146.484
19413	TARD BLITZ CHILLI ZING 50G/30R	33.504	1	30.458	76.145	-1,558

Total Karton Utuh :

PEMERINTAH : PENGIRIN :

NEKATU :

Jumlah

Rp. 1.096.969,-

Void

Rp. 16.996,-

PPH

Rp. 107.948,-

NILAI FAKTUR

Rp. 1.187.421,-

KA 04 HARAP KEMBALI TANDA (M) DI KIRI KODE MENUNJUKAN TPR. KM
 KM KOMPENSASI BS SEDESAAN 0,3 % SUDAH DIPER - HETUNGAN JAKI FAKTUR. KM

BTU: 158.635

1.028.786

C. V. SEJATI JAYA
 CIBADOK 61

Kepada Yth.

Tgl. Cetak: 14 May 2007 / 16:11:58 / 16HA

Hal 1 of 1

Purchase Order

Supplier : C.V. Sehati Jaya

P.O Date 14. May 2007

Salesman :

Dikirim Tgl: 14. May 2007

	Quantity	Nama Barang	Actual St	Data Stok	Solisi
✓ 1	5	clear Active 200ml	10	10	-
✓ 2	5	clear Ice Cool 200ml	8	8	-
✓ 3	20	close up 65mg	23	23	-
✓ 4	5	Sun&ik clean 100ml	4	4	-
✓ 5	10	Lifebuoy shp 200ml	-	-	-
✓ 6	20	" " 100ml	-	-	-
7					
8					
9					
10					
11					
12					



